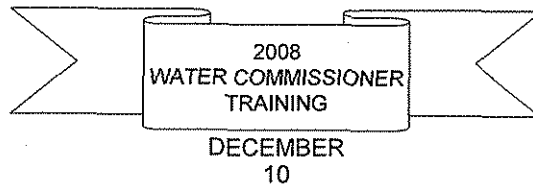


FRANKFORT
ONE-DAY
SESSION

PUBLIC
SERVICE
COMMISSION

TARIFF RELATED ISSUES



BRENT KIRTLEY
TARIFF BRANCH MANAGER

TOPICS TO DISCUSS

- What is a Tariff
- What is in a Tariff
- How to file a Tariff
- Frequently Asked Questions
- Tariff Info on the PSC Website



**WHAT
IS
A
TARIFF?**



TARIFF

Schedule(s) showing all rates and conditions of service established by a utility and collected or enforced by the utility plus any additional attachments utilized.

TARIFF

Any filed rate, charge, and /or condition of service approved by the governing regulatory agency shall be considered reasonable and unassailable in judicial proceedings.

FILED RATE DOCTRINE

TARIFF RELATED LAWS

- KRS 278.160 (1) and (2)
- 807 KAR 5:011 Section 3 (5) (a)
- 807 KAR 5:006 Section 5 (1) and (2)

PURPOSE OF THESE LAWS

1. Ensures PSC review of a utility's rates, rules, conditions of service, and any other procedure.
2. Prevents discrimination by mandating uniform treatment to similarly situated customers.

EFFECT OF THESE LAWS

1. Utility's tariff has the status of law.
2. Can be varied only by law - not an act of the parties.
3. Utility may file new tariffs to change its rates, but the utility lacks the legal authority to deviate from its filed tariff.

VIOLATION OF THESE LAWS

1. Refund of Amounts Improperly Billed and Collected.
2. Penalties Against the Water District and its Commissioners and /or Superintendent.
3. Removal of Water District Commissioners
4. Civil Liability for Damages for Wrongful Denial of Service.

SUMMARY OF THESE LAWS

1. If a fee is not in your tariff, you cannot charge it.
2. If a requirement is not in your tariff, you cannot impose it.
3. If a rule is not in your tariff, you cannot enforce it.

WHAT IS IN A TARIFF?



TARIFFS MUNICIPAL WATER UTILITIES

ALL Rates and/or Charges including

- Any Monthly Capital Cost Charge
- Any additional fees such as the Kentucky River Authority withdrawal fee.

FOR Garrard County, Kentucky
Area Served

P.S.C. KY. NO. 5

SHEET NO. _____

CANCELLING P.S.C. KY. NO. 4

SHEET NO. _____

City of Lancaster
(Name of Municipal Utility)

RATES AND CHARGES

MONTHLY WHOLESALE WATER RATE:

Garrard County Water Association

Water Usage Rate \$1.83 Per 1,000 Gallons

Kentucky River Authority Withdrawal Fee:

Tier I Fee	\$0.022 Per 1,000 Gallons
Tier II Fee	<u>\$0.060</u> Per 1,000 Gallons
Sub-Total	\$0.082 Per 1,000 Gallons
Adjustment to recover the full cost of the KRA Fee	<u>\$0.006</u> Per 1,000 Gallons
Total	<u>\$0.088</u> Per 1,000 Gallons

NOTE: This page only revises the Kentucky River Authority Withdrawal Fee. The usage rate remains the same as approved by order issued June 4, 2007 in Case No. 2007-00114 and effective for service rendered on and after June 10, 2007.

DATE OF ISSUE February 29, 2008
Month / Date / Year

DATE EFFECTIVE April 1, 2008
Month / Date / Year

ISSUED BY _____
(Signature of Officer)

TITLE _____

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION

IN CASE NO. n/a DATED n/a

TARIFFS

DISTRICTS – ASSOCIATIONS – PRIVATE

Rates / Charges

- Monthly Rates for Water
- Meter Connection/Tap-on
- Non-recurring Charges
- Leak Adjustment Rate

TARIFFS

DISTRICTS – ASSOCIATIONS – PRIVATE

Conditions of Service

- Billing, Billing Adjustments, & Meter Reading Info
- Termination of Service Policy
- Extension Policy
- Deposit Policy

TARIFFS

DISTRICTS – ASSOCIATIONS – PRIVATE

Attachments

- Water Shortage Response Plan
- Water Service Contract
- Partial Payment Agreement
- Sample Bill

**POLICY FOR
FIRE DEPARTMENTS**

KRS 278.170 (3) – A water utility may grant free or reduced rate service for fighting fires or training

807 KAR 5:095 Section 9 – A water utility that allows a fire department to withdraw water shall

1. Require usage reports
2. Assess a penalty for failure to file

**POLICY FOR
FIRE DEPARTMENTS**

If a water utility has implemented such a policy it must be included in the tariff on file at the PSC.

**POLICY FOR
FIRE DEPARTMENTS**

The non-reporting user shall be billed for this usage at the lowest usage block rate regardless of customer classification that the utility charges.

A non-reporting user shall also be assessed a penalty of \$_____ for each failure to submit a report in a timely manner.

FOR _____
Community, Town or City

P.S.C. KY. NO. _____

_____ SHEET NO. _____

CANCELLING P.S.C. KY. NO. _____

_____ SHEET NO. _____

(Name of Utility)

RULES & REGS

FIRE DEPARTMENTS:

Any city, county, urban-county, charter county, fire protection district, or volunteer fire protection district ("User") may withdraw water from the utility's water distribution system for fighting fires or training firefighters at no charge on the condition that it maintains estimates of the amount of water used for fire protection and training during the calendar month and reports the amount of this water usage to the utility no later than the 15th day of the following calendar month.

Any User that withdraws water from the utility's water distribution system for fire protection or training purposes and fails to submit the required report on water usage in a timely manner shall be assessed the cost of this water. A User shall submit a monthly report even if it withdraws no water for fire protection or training purposes.

A non-reporting User's usage shall be presumed to be 0.3 percent of the utility's total water sales for the calendar month. A non-reporting User may present evidence of its actual usage to rebut the presumed usage. The utility shall consider this evidence and shall adjust the presumed usage amount accordingly.

The non-reporting User shall be billed for this usage at the lowest usage block rate regardless of customer classification that the utility charges.

A non-reporting User shall also be assessed a penalty of \$_____ for each failure to submit a report in a timely manner.

DATE OF ISSUE _____
Month / Date / Year

DATE EFFECTIVE _____
Month / Date / Year

ISSUED BY _____
(Signature of Officer)

TITLE _____

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____

LEAK ADJUSTMENTS

- ◆ A utility may choose to offer a leak adjustment.
- ◆ If leak adjustments are made, is there a written policy to ensure that everyone is treated equally?
- ◆ Is the policy in your tariff?

LEAK ADJUSTMENTS

- ◆ The amount of gallons flowing thru the meter should never be adjusted.
- ◆ An adjustment should always be made on the monetary side, not the usage side.
- ◆ The adjustment must cover the cost of the water.

LEAK ADJUSTMENTS POLICY SUGGESTIONS

- The customer should make the request in writing.
- ◆ The bill should be the average bill plus that additional water that flowed thru the meter charged at the reduced rate.
- ◆ The reduced rate must cover the cost of the water.
- ◆ May limit the number of adjustments over a period of time.

FOR _____
Community, Town or City

P.S.C. KY. NO. _____

_____ SHEET NO. _____

(Name of Utility)

CANCELLING P.S.C. KY. NO. _____

_____ SHEET NO. _____

RULES & REGS

LEAK ADJUSTMENTS:

PSC Rules and Regulations do not require a utility to offer a leak adjustment although a utility may choose to offer such a policy. This utility chooses to offer a leak adjustment under the following conditions:

1. The customer must request a leak adjustment in writing to the utility.
2. The customer must provide a plumber's statement or other proof showing the leak has been repaired.
3. The customer bill will be based on two components. The first step will be to calculate the customer's average monthly usage over a _____ -month period. The second step will be to deduct the customer's average monthly usage (as calculated above) from the total amount of water that passed through the meter. The usage calculated in step one will be billed at the utility's regular rates, while the remaining usage will be charged at the per thousand gallon leak adjustment rate as set forth in the rates and charges portion of the utility's approved tariff. All water passing through the meter must be accounted and paid for by the customer. Therefore, the customer will owe the amount of his/her average bill plus the per thousand gallon leak adjustment rate for the remainder of the water that passed through the meter.
4. If meter readings are not available for an entire _____ -month period, the water bill will be estimated by the utility, subject to an upward or downward adjustment once a twelve-month average of actual meter readings can be calculated.
5. Only one (1) leak adjustment will be made for a specific service location during any given _____ -year period.
6. Wholesale customers are not eligible for this Leak Adjustment Policy.

DATE OF ISSUE _____
Month / Date / Year

DATE EFFECTIVE _____
Month / Date / Year

ISSUED BY _____
(Signature of Officer)

TITLE _____

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____

CONTRACTS

Every utility shall file true copies of all special contracts entered into governing utility service which set rates, charges, or conditions of service not included in its general tariff.

807 KAR 5:011 Sec 13

CONTRACTS

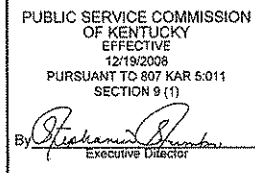
Examples of Special Contracts:

- Arrangements with Subdivision Developers
- Large industrial customers
- Wholesale customers

CONTRACTS

✓ Check to see that all your contracts for providing water service have been filed with the PSC

✓ Check to see if they have the PSC stamp



**HOW DO
I FILE A
NEW
TARIFF?**



1. A Letter explaining the requested Tariff changes.
2. A Signed Tariff Sheet with a proposed effective date that provides at minimum a 30-Day notice.
3. If applicable -- a copy of the Public Notice along with any supporting documentation.
4. PSC must act on a properly filed tariff prior to proposed effective date.
5. Action: Accept, Reject, or Suspend for 5-Months

6. If suspended for 5-months, and PSC fails to issue a decision prior to the end of the suspension, then the utility can place the tariff into effect subject to refund or modification.
7. PSC must issue a final decision within 10-months of the filing of the tariff.
8. If the PSC fails to act before the expiration of the 10-month period, the tariff becomes effective by operation of law.
9. See 807 KAR 5:011 for detailed tariff information.

2008 WATER TRAINING SEMINARS

FOR Northwest part of Lake County, Ky.
Community, Town or City

P.S.C. KY. NO. 1

Original SHEET NO. 5

CANCELLING P.S.C. KY. NO. 1

n/a SHEET NO. n/a

FOR Northwest part of Lake County, Ky.
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 5

CANCELLING P.S.C. KY. NO. 1

Original SHEET NO. 5

FOR Northwest part of Lake County, Ky.
Community, Town or City

P.S.C. KY. NO. 1

2nd Revised SHEET NO. 5

CANCELLING P.S.C. KY. NO. 1

1st Revised SHEET NO. 5

FOR Northwest part of Lake County, Ky.
Community, Town or City

P.S.C. KY. NO. 2

Original SHEET NO. 5

CANCELLING P.S.C. KY. NO. 1

2nd Revised SHEET NO. 5

FOR Northwest part of Lake County, Ky.
Community, Town or City

P.S.C. KY. NO. 2

1st Revised SHEET NO. 5

CANCELLING P.S.C. KY. NO. 2

Original SHEET NO. 5

FOR Northwest part of Lake County, Ky.
Community, Town or City

P.S.C. KY. NO. 2

2nd Revised SHEET NO. 5

CANCELLING P.S.C. KY. NO. 2

1st Revised SHEET NO. 5

FREQUENTLY ASKED QUESTIONS



WHEN CAN WE PUT OUR NEW RATES INTO EFFECT ?



EFFECTIVE DATE

Your Order from the PSC states --

"New rates are effective for service rendered on and after September 20."

- This does not mean for bills issued on and after September 20.
- Service Rendered means water that flows through the meter on and after September 20.

WHEN CAN WE DISCONNECT SERVICE ?




TERMINATION OF SERVICE

FOR NON-PAYMENT

- Utility must give five days written notice of intent to terminate for nonpayment
- Service cannot be terminated before twenty (20) days after the mailing date of the original bill

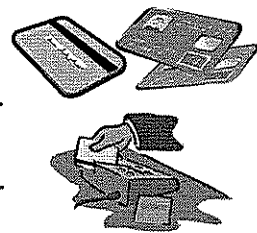
**CAN WE ASSESS A
SERVICE CHARGE
FOR
BANK DRAFTS
OR
CREDIT & DEBIT
CARDS?**




PUBLIC
SERVICE
COMMISSION

**CREDIT CARD
SERVICE CHARGE**

- ♦ Check any and all agreements and contracts.
- Most prohibit this practice.



**HOW CAN I
DETERMINE IF
THE TARIFF ON
FILE AT THE
UTILITY OFFICE
IS CORRECT?**




IS TARIFF CORRECT?

- Go to the PSC website
- Call the Tariff Branch

What should I do if the PSC version differs from the utility's version?

- Call the Tariff Branch as soon as possible.

**CAN WE
INCREASE
OUR
DEPOSIT
?**



DEPOSITS

• Monthly	2/12	Customer's Actual
• Bimonthly	3/12	or Estimated
• Quarterly	4/12	Annual Bill

807 KAR 5:006 Sec 7

FOR _____
Community, Town or City

P.S.C. KY. NO. _____

_____ SHEET NO. _____

CANCELLING P.S.C. KY. NO. _____

_____ SHEET NO. _____

(Name of Utility)

RULES & REGS

DEPOSITS:

1. The utility may require a minimum cash deposit or other guarantee to secure payment of bills.
2. Service may be refused or discontinued if payment of requested deposits is not made.
3. An equal deposit amount for each class of customers will be established based on the average annual bill of customers in that class. Deposit amounts will not exceed two-twelfths (2/12) of the average annual bill of customers in each class where bills are rendered monthly. Deposit amounts are listed in the Rates and Charges section of this tariff.
4. Deposits may be waived for a customer showing satisfactory credit or payment history. In determining whether a deposit will be required or waived, the following criteria will be considered: (a) Previous history with the utility. If the customer has no previous history with the utility, statements from other utilities, banks, etc., may be presented by the customer as evidence of good credit; (b) Whether the customer has an established income or line of credit; (c) Length of time the customer has resided or been located in the area; (d) Whether the customer owns the property to be served; (e) Whether another customer with good payment history is willing to sign as a guarantor for an amount equal to the required deposit.
5. Interest will accrue on all deposits at the rate prescribed by law beginning on the date of the deposit. Interest accrued will be refunded to the customer or credited to the customer's bill on an annual basis. In situations where a customer leaves the system with less than one year's service, since beginning service or since the customer's last interest payment date, interest will be refunded or credited to the customer on a prorated basis.
6. Deposits will be refunded to customers after _____ months if the customer has established a satisfactory payment history or upon termination of service.

DATE OF ISSUE _____
Month / Date / Year




DATE EFFECTIVE _____
Month / Date / Year

ISSUED BY _____
(Signature of Officer)



TITLE _____

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____

Final Points

- Check with all utility staff to make sure that every rate, rule, policy, and condition of service is included in your tariff. 
- Check to see that all your contracts have been filed with the PSC. 
- Check to see if you are losing money on your non-recurring charges. 

Final Points

- If you have any doubt about implementing a new rate or procedure, please call us and ask for verification that the rate can be put into effect. 
- Call us with any questions! 

TARIFF BRANCH

BRENT KIRTLEY

DennisB.Kirtley@ky.gov

(502) 564-3940 x269

DANIEL HINTON

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(502) 564-3940 x276



KENTUCKY PUBLIC SERVICE COMMISSION

KY Public Service Commission

P.O. Box 615, 211 Sower Boulevard, Frankfort, Kentucky 40602-0615
 Phone (502) 564-3940, Fax (502) 564-3460, [TTY Users](#), [Simply Web 2000 - Talking Web](#)

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- Calendar of Events
- Case Documents
- Commissioners
- Conference/Training
- Consumer Information
- Current Items of Interest
- Docket Information
- Down Load Acrobat Reader
- Electric Generation and Transmission Siting Board
- Electronic Case Documents
- Forms
- General Information
- Hearing Schedule
- Industry Specific Info
- Maps
- Miscellaneous
- Orders/PSC Decisions
- Outage Information System
- Press Releases
- PSC Organization
- Related Web Sites
- Site Map
- Statutes & Regulations
- Tariff Information
- Utility Annual Reports
- Utility Information
- Video - PSC WebCast




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[Industry Specific Information](#)

[Directions to the PSC or \(Area Map\)](#)

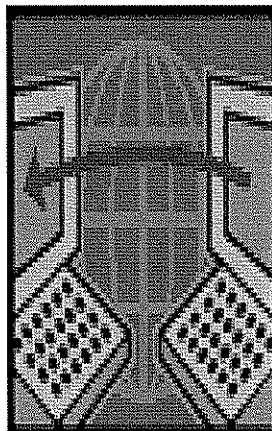


WEBSITE TARIFF INFO

T F S
Tariff Filing
System

Individual Tariff filings that add new pages or revise existing pages.

Contract filings are also in the system.



Online
Tariff
System

Entire Tariffs
 Contracts
 Water Shortage Response Plans
 Municipals

A black and white photograph of a vintage computer monitor and keyboard. The monitor is a large, boxy CRT type with a dark screen. To its left is a smaller, vertical component, possibly a system unit or a specialized peripheral. In front of the monitor is a keyboard. The entire setup is on a light-colored surface.

P.O. Box 816, 211 Sower Boulevard, Frankfort, Kentucky 40602-0816
Phone (502) 564-3940, Fax (502) 564-3450, TTY Users, Simply Web 2000 - Talking Web

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- Video - PSC WebCast





Continuity of Information Industry Specific Information

Directions to the PSC or (Area Map)



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Tariffs are posted in "PDF" format. [Download Acrobat PDF Reader](#)

- Visit our [Research Library](#) for Tariff information
- Browse our [Utility Tariff Library](#) or visit our [ftp site](#) for more efficient downloading of multiple Tariff documents.
- Electronic Tariff Filing  



On-Line Docket Reports and Hearing Schedule (This program only works with Microsoft Internet Explorer. We recommend version 6 or above. A free download for Internet Explorer is available at Microsoft's web site.)

Index of Administrative Cases (1950 - Present)

P.O. Box 615, 211 Sower Boulevard, Frankfort, Kentucky 40602-0615
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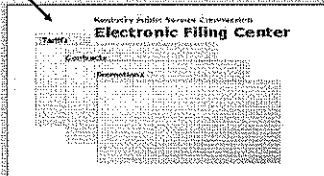
- **Complete Electronic Tariff Filing Instructions (pdf format)** -- (MSWord format)
- **Instructions for Monitoring the Status of Electronic Tariff Filings (pdf format)** -- (MSWord format)
- **Instructions for Optimizing PDF Documents (pdf format)** -- (MSWord format)
- **Monitor the Status of Electronic Tariff Filings** 
- **Submit Electronic Tariff Filings (Registered Parties Only)**



PSC Home	Site Map	Contact Us	Individuals with Disabilities	Privacy Statement	Disclaimer
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Attention Fliers

Make certain all tariff, contract and promotion documents are completely searchable before uploading.



Tariff Application Updated: 11/03/2005

Contact Information

Current Circulating Tariff Filings

(optional) Filter By Use any one or combination of filters	Circulating By Tariff ID	Company Name	Type	Service Type	Result of Case
Entered Circulation on or after this date. MM/DD/YYYY	Enter a Tariff ID using the format: TFS2004-00000	Enter a portion of or the entire company name	Tariff Name	Enter Service Type	Enter a case number using the format 200X-00000

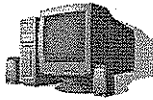
Circulating Filings

Page 1 of 2



Company Name	Tariff Filing ID	Description	Date Filed	Proposed Effective Date
Bronston Water Association, Inc.	TFS2008-00665	Tariff: Volunteer Fire Department Language. Bronston_Fire_Dept.pdf Tariff	Original 9/4/2008	9/2/2008
Bullock Pen Water District	TFS2008-00487	Tariff: Revises entire tariff as filed in Case No. 2008-00170. Bullock_Pen_Tariff.pdf Tariff	Original 7/7/2008	8/6/2008

ONLINE TARIFF SYSTEM




KY Public Service Commission

P.O. Box 616, 211 Sewer Boulevard, Frankfort, Kentucky 40602-0616
Phone (502) 564-3840, Fax (502) 564-3480, [TTY Users](#), [Simply Web 2000 - Talking Web](#)

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[Index of Administrative Cases \(1980 - Present\)](#)

psc.ky.gov - /tariffs/

[\[To Parent Directory\]](#)


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Wednesday, July 11, 2007 3:30 PM	<dir> Water



psc.ky.gov - /tariffs/Water/

[\[To Parent Directory\]](#)

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Monday, June 30, 2008 10:57 AM	<dir> Municipals



psc.ky.gov - /tariffs/Water/Districts, Associations & Privately Owned/

[\[To Parent Directory\]](#)

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Wednesday, July 11, 2007 3:31 PM	<dir> Berkshire Water District
Wednesday, July 11, 2007 3:31 PM	<dir> Berkshire Lake Water District
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Wednesday, July 11, 2007 3:31 PM	<dir> Center Ridge Water District, Inc. - Division 3

